

TOWN OF DAVIE

TOWN COUNCIL AGENDA REPORT

TO: Mayor and Councilmembers

FROM/PHONE: Herb Hyman/797-1016

SUBJECT: Resolution

AFFECTED DISTRICT: N/A

TITLE OF AGENDA ITEM: A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, ACCEPTING THE BIDS FOR LAWN MAINTENANCE SERVICES FOR TOWN HALL AND ROADWAY CORRIDORS.

REPORT IN BRIEF: A competitive bid was conducted for providing lawn maintenance services for Town Hall and roadway corridors. The Town sent out specifications to twenty-seven (27) prospective bidders. Additionally, the bid was advertised state-wide in Florida Bid Reporting and nationally in BidNet and also posted on the Town's web site. The Town received nine (9) responses (eight (8) bids and one (1) "no bid" response). The properties to be maintained were divided into zones by geographic location. The recommendation is for: Keep It Cut, Inc. for zones 1, 2, and 4, Elan Lawn Service for zone 3, and Hines Landscaping, Inc. for zone 5. These bidders were the lowest responsive and responsible bidders in each zone respectively. Zone 6 is currently under contract and is not being awarded at this time.

PREVIOUS ACTIONS: Not applicable

CONCURRENCES: The recommended award has been reviewed by the Public Works/Capital Projects Director and the Bid Specification Committee who concur with the decision to award to Keep It Cut, Inc. for zones 1, 2, and 4, Elan Lawn Service for zone 3, and Hines landscaping, Inc. for zone 5.

FISCAL IMPACT:

Has request been budgeted? yes

If yes, expected cost: \$192,252.64/yr.

Account Name: Public Works Dept.-Road and Street Maintenance Account

Additional Comments: Not applicable

RECOMMENDATION(S): Motion to approve the resolution.

Attachment(s):

Procurement Authorization

Bid Tabulation

RESOLUTION NO. _____

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, ACCEPTING THE BIDS FOR LAWN MAINTENANCE SERVICES FOR TOWN HALL AND ROADWAY CORRIDORS.

WHEREAS, the Town is in need of lawn maintenance services for Town Hall and roadway corridors; and

WHEREAS, the Town solicited sealed bids for such lawn maintenance services; and

WHEREAS, after review, the Town Council wishes to accept the lowest bid for each zone.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DAVIE, FLORIDA:

SECTION 1. The Town Council hereby accepts the bid from Keep It Cut, Inc. for zones 1, 2, and 4, the bid from Elan Lawn Service for zone 3, and the bid from Hines Landscaping, Inc. for zone 5 in accordance with the pricing identified in Attachment "A".

SECTION 2. The Town Council hereby authorizes the expenditure from the Public Works Department-Road and Street Maintenance Account.

SECTION 3 The initial term is two (2) years with options to extend the contract for two (2) additional two (2) year terms by mutual agreement of the parties. Contract extensions, if appropriate, will be handled administratively by staff subject to budgetary approval by Town Council.

SECTION 4. This resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED THIS _____ DAY OF _____, 2003

MAYOR/COUNCILMEMBER

Attest:

TOWN CLERK

APPROVED THIS _____ DAY OF _____, 2003

TOWN OF DAVIE PROCUREMENT AUTHORIZATION

ACCOUNT NUMBER 001-0101-541-0435 BUDGET ITEM & DESCRIPTION LAWN MAINTENANCE APPROXIMATE COST \$200,000
ROAD + STREET MAINT.
 METHOD OF PROCUREMENT (check the one that applies)

- ☒ Open Competitive Bidding
☐ Piggyback on Contract Number _____
☐ Sole Source
☐ Request For Proposals

SPECIFICATIONS & LIST OF VENDORS MUST BE ATTACHED

Signed *Paul J. Brown*
 Department Head

Have Funds been Reserved FY 2003/2004

Date 9/15/03 Signed *HW*

Signed _____
 Town Administrator

VENDOR	BIDS SUBMITTED	COST
KEEP IT CUT		
ELAN LAWN SERVICE		
EDJ SERVICE		SEE
HINES LANDSCAPE		ATTACHED
ROLLINS LANDSCAPE		BID
PRESTIGE PROPERTY		TABULATION
THE ENGLISH GARDENER		
CLEANING RESOURCE		

Signed *Hubert*
 Procurement Manager

TOWN ADMINISTRATOR'S RECOMMENDATION	
Vendor	Cost
KEEP IT CUT (ZONES 1, 2 + 4)	PER ATTACHED
ELAN LAWN SERVICE (ZONE 3)	BID TABULATION
HINES LANDSCAPING (ZONE 5)	

Signed _____
 Town Administrator

Attachment "A"

	A	B	C	D	E	F	G	H	I
1									
2									
3									
4									
5									
6		KEEP IT CUT, INC.	ELAN LAWN SERVICE	EDJ SERVICE	HINES LANDSCAPE	ROLLINS LANDSCAPE	PRESTIGE PROPERTY	ENGLISH GARDENER	CLEANING RESOURCE
7									
8	ZONE 1 TOTAL/YEAR	\$19,140.00	\$19,450.00	\$28,693.96	\$34,336.84		\$23,500.00	\$282,478.24	\$191,200.00
9	ZONE 2 TOTAL/YEAR	\$36,300.00	\$36,640.00	\$46,822.56	\$50,922.12	\$59,490.00	\$49,184.00	\$129,949.08	\$316,060.00
10	ZONE 3 TOTAL/YEAR	\$43,700.00	\$39,210.00	\$50,149.44	\$52,512.12	\$48,160.00	\$71,580.00	\$136,939.44	\$353,120.00
11	ZONE 4 TOTAL/YEAR	\$18,840.00	\$21,960.00	\$19,939.56	\$44,781.36		\$32,964.00	\$266,475.44	\$462,360.00
12	ZONE 5 TOTAL/YEAR	\$100,800.00	\$96,960.00	\$91,760.52	\$79,031.64	\$100,980.00	\$185,832.00	\$504,287.04	\$952,800.00
13	ZONE 6 TOTAL/YEAR	\$15,800.00	\$26,830.00	\$16,899.84	\$19,162.00		\$28,132.00	\$49,802.44	
14									
15	TOTAL ZONES 1 THRU 6/YEAR	\$234,580.00	\$241,050.00	\$254,265.88	\$280,746.08		\$391,232.00	\$1,369,931.68	